

2020 Remaining Operating Budget lines

TO: CONNER MACIVER, TOWN ADMINISTRATOR

FROM: JESSICA TENNIS, RECREATION DIRECTOR

DATE: 9/3/19

RE: SUMMARY OF REMAINING 2020 BUDGET LINES

Summary of Budget Lines which are estimated to be 10% or more under or over spent and budget lines which are proposed to increase or decrease 10% or more.

<10% Underspent

- 01-4520-01-4112 Recreation-PT Hourly Wage
 - Underspent due to Admin. Assistant being laid off during COVID-19
- 01-4520-01-4154 Recreation-E/T Buyout
 - Underspent due to Recreation Director not buying out any earn time
- 01-4520-01-4612 Recreation-Postage
 - Underspent due to no invoices going out and limited staff paychecks needing to be mailed due to COVID-19 and no programming.

>10% Overspent:

- 01-4520-01-4140 Recreation Overtime
 - This line was overspent by \$133 due to unexpected staffing transitions

>10% Budget Decrease

- There are no proposed decreases

>10% Budget Increase

- There are no proposed increases